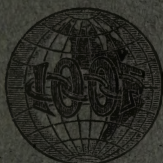


CONSTITUTION
OF
SUBORDINATE LODGES

WORKING UNDER THE JURISDICTION
OF THE

GRAND LODGE OF ONTARIO



ADOPTED BY THE GRAND LODGE AT
THE SESSION HELD AT HAMILTON,
AUGUST 14th AND 15th, 1912

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Queen's University at Kingston

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PREFACE

The Independent Order of Odd Fellows, founded on this continent in 1819 and now in active operation in most of the civilized nations of the world, has, by reason of its marvellous growth, naturally attracted a widespread attention.

On the Western Continent the first Lodge was organized in the City of Baltimore on the 26th of April, 1819. The Lodge was made up of five members who had imbibed the ideas of Odd Fellowship in England, the country from which they came. While less than a century has passed since they started the Order on its mission of humanity, it now numbers considerably over two million votaries.

Its splendid growth has not been due to accident or in consequence of its novelty, but because of its adaptation to the wants of mankind. It was the first organization to formulate the lesson of mutual self-help. It also teaches in a most beautiful and forceful way the lesson of fraternity—that all are of one family and therefore brethren.

The Order aims to improve and exalt the character of its members by impressing upon their minds these ennobling duties: To Visit the Sick; To Relieve the Distressed; To Bury the Dead, and to Educate the Orphan. Six millions of dollars are now expended annually in the carrying out of these duties.

Yet Odd Fellowship is not merely a beneficial society having for its sole purpose the financial relief of its own members in the struggles which are incident to human life. It seeks to improve and elevate the character of man, to imbue him with a proper conception of his capabilities for good; to enlighten his mind and to enlarge the sphere of his affections. This work commends itself to all good men and women as one of the noblest benefactions the world has ever seen.

The principles of Odd Fellowship are those of religion and humanity; its object is to promote the general good of mankind and to spread abroad the light of morality and fraternalism. The ties that bind its membership together are never dissolved, not even by death, for they descend to the widow and the orphan.

The language of the Order is more potent than any strain of eloquence. A stranger, wandering penniless in a foreign land, breathes its tones and his necessi-

ties are relieved. Sickness comes and lays its paralyzing hand upon him and, though no relatives be near, some brother of the mystic tie ministers to his needs and soothes his distresses. It insures to its members, in the time of trouble and adversity, a source of safety and comfort that none can destroy. Its sick are not left to the cold hand of public charity. Out of funds they themselves have provided and which, therefore, they can honorably claim, their wants are provided for. The ordinary individual recoils with disdain, until overwhelmed with insufferable misery, from the humiliation of suing for public or individual relief.

The Order requires its members to perform the last solemn duty to the remains of a departed Brother, to see that they are interred in the bosom of Mother Earth with respectful decency, and to the living also, is our fraternal solicitude exercised. We are required to watch over the conduct of our brethren, not only towards each other, but in their common intercourse with mankind generally. With those who are inclined to wander from the paths of rectitude or to trespass upon the rules of morality we are enjoined to remonstrate.

Occasionally objection is taken to the Order on the ground that it is a secret organization and that secrecy is not consistent with innocence. It is true that, in part, Odd Fellowship is a secret society, but it is not that secrecy which constitutes and leads to crime. The world itself, the universe, the God of eternal truth, are surrounded with an impenetrable veil which no mortal eye has ever pierced. Shall we pronounce these secrets evil because their operations are hidden from our view and are beyond our comprehension?

Our secrecy consists merely of the tie that binds us together in an indissoluble brotherhood. It prompts us to deeds of brotherly love and benevolence because it recognizes each as a member of one universal family, all imbued with the true spirit of fraternalism. The ordinary family is small, its individual members are well known to each other, may be readily recognized on sight. Our family consists of more than two millions of members, and the only secrecy connected with the Order is the means of recognizing each other, no matter where the meeting may occur.

But the fundamental principles of the Order are known to the world; its deeds are not concealed from public scrutiny; the constitution and laws of our society are within the reach of all who wish to examine them. The solemn and sublime truths which are inculcated within our sanctuaries none but the members of the Order are permitted to witness; they

are not for the ears of any save those who have proved themselves worthy of the sacred trust.

Our Order is the handmaid of virtue and religion and must flourish. It calls into life and action the best and holiest feelings of our nature and success must crown our efforts. Our course is onward and upward and we may confidently look forward to the day when every village and hamlet shall find the white banner of Odd Fellowship unfurled within it and the smoke of our altars shall mount from every eminence.

CONSTITUTION

CREED.

Oddfellowship, while it is free from anything of a sectarian character, has always held belief in a Supreme Being, the Creator and Preserver of the Universe, as a cardinal principle; and has maintained the Fatherhood of God as a doctrine of equal importance with the doctrine of the Brotherhood of Man. Concerning the qualities and attributes of the Divine Father, it has never undertaken to pronounce with authority; nor does it question the moral character and good citizenship of those who declare that they have no belief in a Supreme Being. It simply exercises the right of all voluntary associations to prescribe the qualifications for membership in its own circle. It has always insisted, and will insist, that belief in a Supreme Being is necessary to attain or retain a place within its ranks. No one should offer himself for membership in our Order who has not this belief; no one can be accepted without it; and no member who loses faith in a Supreme Being can honestly and consistently remain with us.

PREAMBLE.

Under authority vested in it by the Charter granted to it by the Sovereign Grand Lodge of the Independent Order of Odd Fellows, and by the laws and usages of the Order, the Grand Lodge of Ontario of the Independent Order of Odd Fellows hereby ordains the following as the CONSTITUTION of all Subordinate Lodges working under its immediate jurisdiction:

TITLES AND POWERS.

CLAUSE 1.—This Lodge shall be constituted of at least five members of the Third Degree, or Degree of Truth, and shall be hailed and entitled.....Lodge, No. ..., I.O.O.F., of Ontario, and shall possess the full power and privileges of a Subordinate Lodge,

holding a legal Charter, duly granted by the Grand Lodge of Ontario.

QUORUM.

CLAUSE 2.—No business shall be transacted at any regular or special meeting unless at least five members of this Lodge, including one qualified to preside, be then present.

MEETINGS.

CLAUSE 3.—The regular meetings of this Lodge shall be held weekly or semi-monthly, and not otherwise, on such evenings and at such time as may be provided for by its By-laws.

CLAUSE 4.—Special sessions may be ordered by the Lodge to be held at any stated time for special business. They may also be called by the Noble Grand or, in his absence, by the Vice-Grand; and it shall be the duty of the Noble Grand to call a special meeting whenever requested in writing by five or more Third Degree members. When meetings are called by such Officers, not less than twenty-four hours' notice thereof shall be given by advertisement in the local press or by circular to each member, unless the meeting be called to receive a Grand Officer or to arrange for, or to attend, the funeral of a brother. No business shall be transacted at any special session other than that for which such meeting has been called and the regular Order of Procedure as set forth in Rule II. shall be omitted.

CLAUSE 5.—Members of other Lodges in Ontario may be admitted as Visitors, provided they give the password for the term, or the A.T.P.W. with the Official Certificate; members from other jurisdictions must present a proper card, or Official Certificate, or be introduced by an elective Grand Officer, or by any Representative of the Sovereign Grand Lodge from the Grand Lodge or Grand Encampment of Ontario.

CLAUSE 6.—Should any regular meeting fall upon any legally established or recognized holiday, the Lodge may, by resolution passed at the preceding

regular meeting, omit such meeting or appoint another meeting night for that week, and any business that should by law or resolution be transacted at that time may be taken up at the substituted meeting, or it may be deferred until the following regular meeting.

SEAL.

CLAUSE 7.—This Lodge shall have a seal, and all official documents shall be sealed therewith by the Recording Secretary. A proof impression of such seal shall be deposited with the Grand Secretary.

TERMS.

CLAUSE 8.—The Official Terms shall be semi-annual or annual, as provided by the By-laws of the Lodge, and shall commence on the first regular meeting night in January and July, if semi-annual, and on the first regular meeting night in January, if annual. The Financial Terms shall begin on the first day of January and July in each year.

RETURNS.

CLAUSE 9.—It shall be the duty of the Noble Grand and Financial Secretary to prepare a return of the work of the Lodge during each half year in which they have held office, and in accordance with the blank form of semi-annual return which the Grand Lodge may from time to time direct to be used, and forward the same direct to the Grand Secretary immediately after the close of such half-year, together with the *per capita* tax due the Grand Lodge.

CLAUSE 10.—There shall be payable by this Lodge to the Grand Lodge a fine of \$2.00 for each subsequent month, or portion thereof, that may elapse after the 20th day of January and July in each year, until the returns and *per capita* tax required by the Grand Lodge shall have been forwarded to the Grand Secretary; and such fine shall be made good to the Lodge in equal proportions by the Officers whose duty it is to prepare and forward such returns; and,

further, should the first half-yearly returns and *per capita* tax of any year be not forwarded to the Grand Secretary by the 20th day of July, the Lodge shall, in addition to the fine above provided, be debarred from representation at the next ensuing session of the Grand Lodge.

CLAUSE 11.—Should this Lodge, or the Officers thereof, fail to make the returns required for twelve months, it shall thereby become liable to the forfeiture of its Charter, and it shall be the duty of the last installed Officers to transmit or surrender to the Grand Master, on requisition from him to that effect (or to such Brother as may be appointed by the Grand Lodge or Grand Master to receive the same), the Charter, books, papers, furniture and funds of the Lodge.

ELECTIVE OFFICERS.

CLAUSE 12.—The elective officers of this Lodge shall be Noble Grand, Vice Grand, Recording Secretary, Financial Secretary, and Treasurer, who must have attained the Scarlet Degree, be in good standing at the time of election, and must retain their good standing during their incumbency of the office. An officer who becomes in arrears for dues cannot hold the office, nor perform its duties, but he can become qualified by paying up his dues before any action is taken by the Lodge in his case.

CLAUSE 13.—No Brother shall be eligible for the office of N.G. until he has served a term as V.G., nor of V.G. until he has served a term in some office prescribed by the Ritual. All officers shall be eligible for re-election.

CLAUSE 14.—Nominations for the Elective Offices shall be made only at the two meetings next preceding that fixed for the election thereto, and no nominee shall be ballotted for who has not signified his willingness to accept the office for which he may be named. A candidate may retire at any time prior to the taking of the vote.

ELECTION OF OFFICERS.

CLAUSE 15.—The election of such Officers as are prescribed by the Ritual shall take place at the last regular meeting in May and November, if the terms are semi-annual, and at the last regular meeting in November if the terms are annual.

CLAUSE 16.—The election of Representatives to the Grand Lodge and Representatives to the District Committee shall take place at the last regular meeting in May; and of Trustees and Medical Examiner or Physician, when provided for by the By-laws, at the last regular meeting in November in each year. Nominations for the positions of Trustees, Medical Examiners and Physician shall be made at the same time as for the other elected Officers of the Lodge; for Representatives to the Grand Lodge, and to the District Committee, on the night of election only. For the position of Representative to Grand Lodge and Representative to the District Committee, all candidates must be members in good standing and must possess the required qualification at the date of election.

CLAUSE 17.—Before proceeding to ballot for the election of any Officer, or of Representative to the Grand Lodge, or to the District Committee, Trustee or Medical Examiner or Physician, when provided for by the By-laws, the Noble Grand shall appoint three Brothers of the Third Degree in good standing to act as Scrutineers, and the Warden shall distribute the ballot papers.

CLAUSE 18.—It shall be the duty of the Scrutineers to count the votes given and make a correct return thereof to the Noble Grand, who shall declare the result to the Lodge.

CLAUSE 19.—Every member voting shall deposit his ballot in full view of the Scrutineers, and any ballot containing any writing not the name of a candidate, as well as any upon which no writing appears, shall be counted a "blank" and so recorded.

CLAUSE 20.—If for any office or Committee no more candidates be in nomination than are required to fill such office or Committee, such candidates shall be declared elected by acclamation; should there be more candidates in nomination than are required, the members present shall proceed to elect, by paper ballot, from among the candidates previously nominated, the Officer or Committee men required. Only one name shall be written upon any ballot, and only members in good standing shall vote. A majority of all legal votes cast (including blanks) shall be necessary to election. Should there be no choice of an Officer on any ballot, a new ballot shall forthwith take place, and after each ballot the name of the candidate who may have received the lowest number of votes, as well as those who have received no votes, shall be withdrawn. In case of a tie between two or more of the lowest, a ballot shall immediately be taken to determine which of those tying shall be dropped. The name receiving the lowest number of votes to drop out. If more than one Officer or Member of Committee be required, then after each election those candidates whose names had been dropped in the previous ballotings shall be again placed in the contest, until the required number are elected.

APPOINTED OFFICERS.

CLAUSE 21.—The appointed Officers of this Lodge shall be: W., C., O.G., I.G., R.S.N.G., L.S.N.G., R.S.V.G., L.S.V.G., R.S.S., L.S.S. and Chaplain.

CLAUSE 22.—These Officers shall be appointed by the N.G. at the time of his installation, except the R.S.V.G. and L.S.V.G., who shall be appointed at the same time by the V.G.

CLAUSE 23.—All members appointed as Officers must be in good standing, which standing they must retain during their incumbency of the office, and must have attained to the Scarlet Degree.

CLAUSE 24.—The N.G., with the consent of the Lodge, may appoint as O.G. a Brother of the Third

Degree belonging to any other Lodge in this jurisdiction.

OPTIONAL.

CLAUSE 25.—This Lodge may at any time elect a Solicitor, Physician, or other Officer required for the operation of the legitimate work of the Lodge, and may pay for the services rendered out of the General Fund of the Lodge, and for such office the Lodge may elect a person not a member of the Order. Provided that where it is deemed advisable, the Lodge may elect more than one Physician or Medical Examiner, and in such case the election shall be held as provided for in Clauses 16 and 17 of this Constitution.

INSTALLATION.

CLAUSE 26.—The Officers of this Lodge shall be installed at the first regular meeting in the term for which they have been elected or appointed; or on such other night during the first month of the term as may be arranged for by the Lodge with the District Deputy Grand Master, except that the installation of the Officer chosen to fill a vacancy may take place on the night of his election or appointment. An Officer re-elected or re-appointed must be again installed.

DUTIES AND POWERS OF OFFICERS.

CLAUSE 27.—The Officers of this Lodge shall perform such duties and be invested with such powers as are or may hereafter be prescribed by this Constitution, by the Charge Books and Usages of the Order, the laws of the Grand Lodge of Ontario and of the Sovereign Grand Lodge, and the By-laws and Resolutions of this Lodge.

CLAUSE 28.—Every elective Officer who may be required to state his duties or deliver any charge at the opening and closing of the Lodge shall memorize the same prior to his installation, and, in default thereof, the installing Officer may refuse to install

the elected Brother; and in case the Brother is either unable or unwilling to memorize these charges within two weeks from the date of installation the Lodge shall declare the office vacant and proceed to elect another qualified member to the office. In the case of an appointed Officer he shall memorize such charges as he may be required to give at the opening or closing of a Lodge within two weeks of the date of his installation, and, in default thereof, his office shall be declared vacant by vote of the Lodge;

DUTIES OF JUNIOR PAST GRAND.

CLAUSE 29.—It shall be the duty of the Junior P.G. to attend regularly the meetings of this Lodge; to act as sitting P.G. until his successor shall assume the P.G.'s chair; to deliver the charge of that office, or see that the same be done by a P.G. or by the N.G. in a becoming manner; to watch over the welfare and interests of every widow and orphan child of deceased Brethren, who may for the time being be resident within the jurisdiction of this Lodge; to visit them as occasion may require, and report their condition to this Lodge; and in the absence of the V.G. to act as Chairman of the Visiting Committee.

DUTIES OF THE NOBLE GRAND.

CLAUSE 30.—It shall be the duty of the N.G. to preside over the Lodge; to enforce a due observance of the Constitution and By-laws and proper respect for the Grand Lodge of Ontario; to memorize and deliver all charges of his office; to see that all officers of the Lodge and the members of Committees perform their respective duties as enjoined by their respective Charges; to take charge of the Charter of the Lodge, and have it always in the Lodge while in session; to summon special meetings as required by law; to appoint all Officers and Committees not otherwise provided for; to fill all vacancies occurring in Committees originally appointed by him; to ascertain and announce to the Lodge the result of all balloting and other votes; to give the casting vote in

case of a tie on any matter or question before the Lodge, except the vote be by ballot; to present a copy of the Constitution and By-laws to every Brother on admission to membership; to ascertain from the F.S., previous to closing the Lodge, the amount of his receipts since last Lodge night, and from the Treasurer whether he has received the same; to cause the Secretary to invite Brothers to attend the funeral of every unsuspended deceased Brother; to take charge of such funeral in the absence of competent relatives, and in such case to receive the account of and regulate the disbursements; to assist the Financial Secretary to prepare the semi-annual return, and see that it is promptly forwarded direct to the Grand Secretary immediately after the close of the half year for which it is made.

DUTIES OF THE VICE GRAND.

CLAUSE 31.—It shall be the duty of the V.G. to memorize and deliver all charges of his office; to assist the N.G. in the discharge of his duties, and in the absence of the N.G. to perform the duties of that Officer, except that he shall not deliver the P.G.'s Charge, which must be delivered by a P.G. or by the N.G.; to appoint his own supporters, and the minority of all Committees on Character; to act as Chairman of the Visiting Committee, and make a report each week concerning the sickness of every member of this Lodge, or member of any Lodge in this Order, who may be resident for the time being in the jurisdiction of this Lodge, and stating the amount of benefits any such member is entitled to; to keep a Sick Members' Register of those on the sick list, recording the cause, date of notice and duration of sickness or disability; and to take special charge of the door, under the direction of the N.G.

DUTIES OF RECORDING SECRETARY.

CLAUSE 32.—It shall be the duty of the R.S. to keep an accurate record of the proceedings of the Lodge; to take charge of and safely keep the Seal;

to keep carefully and in good order all books, papers and other property belonging to his office, and to fill up all Certificates and Cards ordered by the Lodge; to write and duly despatch all communications ordered by the Lodge; to punctually issue all notices required by order of the N.G. or of the Lodge, or by the laws of the Order; to inform all candidates for membership of their election or rejection, when the proposer of such candidate declines to do so, but without disclosing any other fact or circumstance in connection therewith; to fill out for the Chairman of the Committee on Character a notice containing the names of such Committee, and also that of the candidate and Referees; to preserve and file all written resolutions, motions, accounts and reports upon which action has been taken by the Lodge; to keep written up in good order all books placed in his charge, and to carefully preserve all papers placed with him; to call special meetings when ordered by the N.G.; to attest all warrants for moneys legally ordered to be paid, and none other; to attach the Seal to all Official Certificates, and for such services he may be paid such sum as the Lodge may direct.

DUTIES OF FINANCIAL SECRETARY.

CLAUSE 33.—It shall be the duty of the F.S. to keep just and true accounts between this Lodge and its members; to punctually charge and receive all dues, charges, assessments and fines; to notify at least two weeks before the close of each quarterly term, every member in arrears of the amount due by him, and of all fines imposed; to notify the Lodge of all members three quarters in arrears; to call the *special* attention of any member being eleven calendar months in arrears to the provisions of the Constitution respecting suspension for N.P.D. by means of a written or printed note, to be delivered or sent to his address by registered post; to advise the Lodge at the next meeting of the names of all members so notified; to collect all revenue from invested funds; to receive all moneys due to the Lodge; to pay over

forthwith all moneys collected or otherwise received by him for the Lodge, to the Treasurer, taking his receipt for the same; to have his books written up for the Finance Committee within twenty-four hours after the last day of June and December; to deliver up in good order for his successor all books, papers and other properties appertaining to his office; to make out at the end of his term, for the Grand Lodge, a full return of the proceedings of the Lodge during the term, and transmit the same direct to the Grand Secretary, together with the *per capita* tax; to make out an Official Certificate as a receipt for dues, upon payment thereof, and present the same to the R.S., who shall attach the Seal thereto; and for such services he may be paid such sum as the Lodge may direct.

DUTIES OF THE TREASURER.

CLAUSE 34.—It shall be the duty of the Treasurer to receive from the Financial Secretary all moneys of the Lodge at the close of each meeting and deal with the same in such manner as may be required by the Lodge; to pay all legal warrants signed by the Noble Grand and Recording Secretary, and none other; to keep correct accounts of all moneys coming into his hands belonging to the Lodge; to have his books written up for the Finance Committee within twenty-four hours after the last day of June and December; to make a full report of the receipts and disbursements for the previous term at the first regular meeting in January and July, and at such other times as the Lodge may direct; to deliver up to his successor, or when legally called upon, all moneys, books, papers and other property of the Lodge which may be in his possession, and to furnish the F.S. with such information when called upon as will enable that Officer to prepare his reports to Grand Lodge, and for such services he may be paid such sum as the Lodge may direct.

CLAUSE 35.—The Lodge must secure for its Financial Secretary and its Treasurer a bond, through the

Grand Lodge, in the sum of at least \$100 for the Financial Secretary, and of \$200 for the Treasurer, for the faithful performance of their duties. The Lodge may also secure bonds, through the Grand Lodge, for its Trustees, or other members who may be entrusted with funds of the Lodge, in such amounts as may be deemed advisable, and these bonds may be paid for out of the general fund of the Lodge.

DUTIES OF WARDEN.

CLAUSE 36.—It shall be the duty of the Warden to take charge of the Regalia and other property of the Lodge when not intrusted to another Officer; to act as Chairman of the Property Committee; to count all open votes, distribute ballot papers prior to the election of Officers, and perform such other duties as are prescribed by the Charges of his office, or by resolution of the Lodge or this Constitution.

TRUSTEES AND THEIR DUTIES.

CLAUSE 37.—The Lodge may elect three Trustees, whose term of office shall commence on the first regular meeting in January following their election, and who shall retain office for such time as the Lodge may by By-law direct, or until their successors assume office.

CLAUSE 38.—The duties of such Trustees shall be to invest the funds of the Lodge as the Lodge may direct, and perform such other duties as may be intrusted to them. All members elected Trustees must be in good standing, and members of the Degree of Truth, at the time of their election, and must retain their good standing during their incumbency of the office.

VACANCIES OF OFFICE.

CLAUSE 39.—Any office, the occupant of which may have been absent without satisfactory excuse from three successive regular meetings, or where the occupant of the office may have become in arrears for

dues, may be declared vacant by a vote of the Lodge, on a motion to that effect, provided notice of such motion has been given at the regular meeting previous to that at which the vote is to be taken.

CLAUSE 40.—Any vacancy in office by resignation, death, or otherwise, shall be filled by election or appointment, as the case may require. In the case of elective Officers, the nominations to fill such vacancy shall take place at the meeting at which such office is declared vacant and also at the next regular meeting. The election shall take place on such second night of nomination. In the case of an appointed office the vacancy shall be filled at the same or at the regular meeting next following that at which the vacancy is declared. The member so elected or appointed shall be entitled to the privileges and honors of the office provided he shall serve a majority of the meeting nights remaining in such term and to the end thereof.

DISMISSAL OF OFFICERS.

CLAUSE 41.—Any Officer charged with official misconduct may be dismissed from office after due trial, or suspended from membership, such suspension vacating his office, or he may be expelled from the Lodge. Any Officer or other person failing to discharge any duty assigned to him by the Constitution or by a resolution of this Lodge, may be dismissed from his position by a vote of the Lodge at a regular meeting.

COMMITTEES AND THEIR DUTIES.

CLAUSE 42.—The N.G. on the night of his installation, when not otherwise provided, shall appoint, subject to the approval of the Lodge, the following Standing Committees, to serve for the current term, viz.: A Finance Committee, a Property Committee, a Visiting Committee, a Covenant Committee (as provided in Clause 46) and a Membership Committee.

FINANCE COMMITTEE.

CLAUSE 43.—The Finance Committee shall consist of three members of the Degree of Truth, whose duty it shall be to inspect and report upon all accounts referred to them, at the same or next regular meeting, and to audit semi-annually the books and semi-annual return of the F.S. and of the Treasurer, and of all other Officers or Committees charged with the receipt or expenditure of any of the Lodge funds. Provided that any Lodge may, if it be deemed advisable, appoint one or more competent auditors to audit the books of the Financial Secretary, Treasurer and Trustees, and, where this is done, the Finance Committee shall be relieved of this duty.

MEMBERSHIP COMMITTEE.

CLAUSE 44.—The Membership Committee shall consist of five members, whose duty it shall be to visit, or to correspond with, members who may have become in arrears for dues, and to use their best endeavors to prevent the suspension, or to secure the reinstatement, of such members. At the close of each term they shall render a full report to the Lodge of the work of the Committee during the term.

PROPERTY COMMITTEE.

CLAUSE 45.—The Property Committee shall consist of three members (including the Warden, who shall be the Chairman thereof), whose duty it shall be to take charge of all Regalia and other effects of the Lodge not specially entrusted to particular Officers or to other Committees; to procure for the Lodge such articles as may be necessary, or as the Lodge may direct; to cause to be made all repairs to Regalia or other property of the Lodge as to them may seem requisite, or as the Lodge may direct; and to make a full report of their proceedings at the close of each half year.

COVENANT COMMITTEE.

CLAUSE 46.—The Covenant Committee shall consist of three members, the first named to be Convener

thereof, and shall be appointed by the N.G. at the second meeting each term. It shall be the duty of the members of this Committee to investigate all complaints that may be made to them of immoral or dishonest conduct, or of the excessive use of intoxicants, by any member of this Lodge. In case, after investigation, the complaint shall prove to be well founded, it shall be the duty of the Committee to warn the offending Brother against the practice complained of, and to endeavor by moral suasion to effect a reformation. If, however, the offence shall be continued, notwithstanding the efforts of the Committee, then it shall be the duty of the Committee to prefer and prosecute a charge against the recalcitrant member, which shall be disposed of as provided by the Constitution. When the attention of this Committee shall be called to a violation of the amendment to Sec. 5, Article XVI of the Constitution of the Sovereign Grand Lodge (the section relating to liquor dealers), it shall be its duty to prefer and prosecute charges against the offending member.

VISITING COMMITTEE.

CLAUSE 47.—The Visiting Committee shall consist of at least seven members, including the Junior P.G., of which the Vice Grand shall be Chairman, and may be selected from such different parts of the Lodge jurisdiction as will be convenient for visiting the members of the Lodge.

CLAUSE 48.—It shall be the duty of a member of the Visiting Committee, who shall receive notice of a Brother being sick, to visit such Brother within twenty-four hours thereafter, and to render him such aid as his case may require or admit; and when circumstances may render it necessary, to call upon so many of the Brethren as may be required to secure the attendance and services of two Brothers, or, when the Brother is entitled to sick benefits, the services of a nurse, where the By-laws so provide, to watch nightly with such sick Brother. The Chairman shall make weekly reports upon the sickness or disability

of every Odd Fellow in charge of the Committee, and the first and last reports upon the case of any Brother shall be in the form provided by the Grand Lodge and signed by as many of the members of the Committee as may be in accord therewith.

DISMISSAL OF COMMITTEES.

CLAUSE 49.—Any member of a Committee, failing to discharge any of the duties assigned to him, may be dismissed therefrom by a vote of the Lodge, at a regular meeting; and every member thus discharged shall forthwith surrender to the N.G., or such member as the Lodge may appoint, all books, papers, moneys or other property of the Lodge, previously placed in his possession.

MEMBERSHIP.

CLAUSE 50.—The Constitution, Laws, By-laws, Enactments, Rules and Regulations of the Sovereign Grand Lodge, I.O.O.F., of the Grand Lodge of Ontario, I.O.O.F., and of Subordinate Lodges, are hereby declared to constitute the contract between the Order and each member thereof, and as such shall govern and control each member; and all enactments which may hereafter be made or adopted, whether the same be retroactive or prospective, by the said Sovereign Grand Lodge, or said Grand Lodge, or by the Subordinate Lodges in any way amendatory or supplementary to the whole or any part of any of the above-mentioned Constitution, By-laws, Enactments, Rules or Regulations, immediately upon such adoption, shall be binding upon each Lodge and each of its members; but such contract is hereby declared to be entirely between each member and the Subordinate Lodge to which he belongs; and the remedy for enforcement of the rights of any member shall be against such Lodge only and he shall have no claim, therefore, against the Grand Lodge of Ontario or the Sovereign Grand Lodge.

CLAUSE 51.—Every member shall sign the Constitution and By-laws of this Lodge on his admission

thereto, but such signature shall not be necessary for the authentication of his contract of membership, which contract is complete by his initiation or admission by Card or Certificate, such admission by Card or Certificate dating always from the time that he has been accepted by vote of this Lodge; and every member shall be subject to the Constitution and By-laws, although he may not have signed his name thereto.

CLAUSE 52.—Candidates for membership, by initiation in this Lodge, must be free white males, of not less than twenty-one years of age, of good moral character, in sound health, and resident within the jurisdiction of this Lodge. No hotel-keeper licensed to sell intoxicating liquors, saloon-keeper, bartender or professional gambler is eligible to membership in this Order.

CLAUSE 53.—Every petition for membership by initiation must be submitted on the form provided by the Grand Lodge, and must be accompanied by a reference to at least two members of the Lodge, a proposition fee of \$2.00, and a certificate of good health from a regularly registered physician selected by the Lodge, on the form provided by the Grand Lodge.

JOINING BY TRANSFER CERTIFICATE.

CLAUSE 54.—A member who changes his residence from the territorial jurisdiction of one Lodge to the territorial jurisdiction of another, and desires to unite with the Lodge at his new place of residence, may apply for membership by first obtaining from his Lodge an official certificate showing his dues to be paid in advance, and depositing same, together with a certificate of good health on the form provided by Grand Lodge, to be paid for by the applicant, from the physician selected by the Lodge. Upon election of such Brother, the Lodge of which he is a member shall be notified by the Secretary of the Lodge which he is joining, when, being free from all charges, a Transfer Certificate shall be issued,

without ballot and without fee, and sent to the Lodge which has requested it. Upon receipt of this Transfer Certificate he shall be entitled to sign the Constitution and By-laws and be received into full membership from such time, without payment of any admission fee. A favorable ballot under the above law cannot be reconsidered.

Provided that the Brother may, when application is made for Transfer Certificate, pay four weeks' dues in advance, and in that case should he become sick or disabled, or die within the four weeks, and before completing his membership in the new Lodge by signing its Constitution, then the Transfer Certificate shall be cancelled and the member shall retain his beneficial membership in his old Lodge, as though no Transfer Certificate had been issued.

JOINING BY CARD.

CLAUSE 55.—Any Odd Fellow desirous of joining this Lodge by deposit of Withdrawal Card, Grand Lodge Card, Dismissal Certificate, or evidence that he has resigned membership when in good standing, must make application on the regular form, provided by Grand Lodge, accompanied by a certificate of good health from a physician selected by the Lodge, to be paid for by the applicant, and the proposition fee of two dollars. The application shall be disposed of in the same manner as a petition for initiation.

JOINING NEW LODGE.

CLAUSE 56.—Where by reason of the starting of a new Lodge, a member shall find himself nearer to the new Lodge than the one in which he holds membership, and desires to join the same, he shall apply to his old Lodge for a withdrawal card—paying the usual fee for same—and on presenting the card, together with a certificate of good health on the regular form from a physician selected by the Lodge, and to be paid for by the applicant, to the new Lodge, he shall pay the regular proposition fee of

\$2.00. On being accepted by the new Lodge, and signing the register of membership, the new Lodge shall be entitled to collect from the Lodge from which the member withdrew (provided it be in Ontario), the balance of the admission fee, not to exceed \$3.00. To take advantage of the provisions of this clause the member must make application to the new Lodge within thirty days of the date of its institution.

Provided that when the member makes application for his Withdrawal Card he may pay one quarter's dues in advance, in which case, should the member become sick or disabled, or should die, within the period for which such advanced dues are paid, and before completing his membership in the new Lodge, said member shall be entitled to all sick and death benefits from his old Lodge, the same as if no card had been issued.

CLAUSE 57.—This Lodge may admit to membership, from a defunct Lodge of this jurisdiction, members of over twenty-five years' standing in the Order. Such members shall pay in dues the same amount they were paying in the defunct Lodge. All payments to such members, or their dependents, for sick or mortuary benefits, over and above the amount paid into the Lodge as dues by such member, shall be defrayed by the Grand Lodge.

CLAUSE 58.—An application for membership shall be referred to a Committee of three members, two of whom shall be appointed by the N.G. and one by the V.G., who shall report thereon at the next regular meeting, unless excused by a two-thirds vote of the members present, or unless the application be withdrawn, which may be done by the proposer at any time prior to the report of the Committee on Character, but not afterwards.

BALLOT.

CLAUSE 59.—A ballot shall be taken on an application immediately upon the presentation of the report of the Committee on Character, and if less than

three black balls be found the candidate shall be accepted; if three or more appear he shall be rejected; but upon the intimation of the Vice Grand that the ballot is unfavorable, the Lodge shall, upon the request of any member, forthwith proceed to retake the ballot, in order to verify the fact that black balls may not have been cast by error; and, if upon such second ballot three or more black balls appear, the candidate shall be declared rejected; and any proposition fee received by the Lodge shall be returned to the candidate, unless action for reconsideration be taken within four meeting nights next succeeding the rejection, in accordance with the laws of the Sovereign Grand Lodge.

CLAUSE 60.—Balloting for candidates, or for advancement to the Degrees, shall only be proceeded with when the Lodge is open in the Third Degree. The ballot box shall be placed in full view of the Noble Grand, and when all present have balloted, and the result been inspected by that officer, the Warden shall proceed with the ballot box to the chair of the Vice Grand, who having examined the same shall announce the ballot as favorable or unfavorable, and the Noble Grand shall declare the result, after which the Vice Grand shall destroy the ballot.

CLAUSE 61.—In the case of an application by a Brother who within six months previous to such application has been a member of a Lodge which has merged into, or united with, this Lodge, the vote necessary to receive such Brother into membership shall be a majority vote by ballot.

CLAUSE 62.—Any candidate requiring admission more than thirteen weeks after his election must be again proposed and balloted for, as in case of a new candidate.

CLAUSE 63.—The rejection of any candidate for membership by initiation shall be immediately intimated to every Subordinate Lodge in the city, town or village in which such rejection takes place.

CLAUSE 64.—If in any case where a candidate for membership has been elected, but subsequent to his election, and prior to his initiation, the Lodge becomes satisfied that he is unworthy, it shall be competent for the Lodge to annul such election, and declare it void by a majority of the members present. A new ballot must then be taken on the report of the Committee.

CLAUSE 65.—The proposer of a candidate for membership, or reinstatement, must give one week's notice in open Lodge of such proposition.

CLAUSE 66.—No application for membership shall be made known to any person not a Third Degree member of the Order, until after the same shall have been favorably determined by election.

CLAUSE 67.—No candidate for membership by initiation, who has been rejected, shall again be proposed in any Lodge until at least six months after his rejection.

CLAUSE 68.—No person shall be admitted to honorary membership in this Lodge, nor hold membership in this and any other Subordinate Lodge in this Order at the same time.

NON-BENEFICIAL MEMBERSHIP.

CLAUSE 69.—This Lodge may receive, as non-beneficial members, former members of defunct Lodges who were in good standing in their respective Lodges at the time of surrender of their respective Charters, and who are ineligible for beneficial membership and over fifty years of age.

CLAUSE 70.—This Lodge may also receive as non-beneficial members non-affiliated Odd Fellows, who have been regularly admitted to and retained membership in the Order for at least five years, and who at the time of making application for reinstatement or membership shall be over fifty years of age, and who are not under expulsion for cause.

CLAUSE 71.—Non-beneficial members, when so admitted, shall have no claim upon this Lodge for pe-

cuniary benefits of any kind, but in all other respects they shall have the same privileges as those holding beneficial membership.

CLAUSE 72.—Widows, orphans, or personal representatives of non-beneficial members, shall have no claim upon the Lodge for pecuniary benefits of any kind.

CLAUSE 73.—The admission fee of a non-beneficial member shall be one dollar, and the quarterly dues fifty cents.

CLAUSE 74.—After a Brother has become sixty years of age and has been a contributing member for twenty-five consecutive years, his name cannot be dropped from the roll for non-payment of dues. If he be either unable or unwilling to pay his dues he must be retained as a non-beneficial member, and entitled to the password and fellowship of Lodges. He shall have all the privileges of active membership except the financial benefits, and the Lodge shall not be required to pay per capita tax on such member.

RE-ADMISSION.

CLAUSE 75.—Should any member receiving a Withdrawal Card from this Lodge apply within twelve months thereafter to be re-admitted to membership and be accepted, the Lodge may remit in his favor the entrance fee or any portion thereof.

CLAUSE 76.—When any member expelled from membership desires to be re-admitted, he must secure the consent of the Lodge expelling him. The application of an expelled member for re-admission shall be referred to a Committee of five members, three of whom shall be appointed by the N.G. and two by the V.G., who, after due investigation, shall report thereon at the next regular meeting, and if a majority of the members then present shall vote in his favor, he shall thereupon be declared eligible for re-admission, and with the consent of the Grand Master may be re-admitted, provided he pass a satisfactory medical examination.

JURISDICTION.

CLAUSE 77.—The jurisdiction of a Lodge shall extend half way to the nearest Lodges in every direction by the most direct travelled route; provided always that where Lodges are located within adjoining urban municipalities, the boundary line between such municipalities shall separate the jurisdictions of such Lodges. In cities or towns where there are two or more Lodges, such Lodges shall have concurrent jurisdiction.

CLAUSE 78.—No proposition for membership shall be received or acted upon if the candidate's residence be out of the Province of Ontario, without the consent of the Grand Master of the jurisdiction in which the applicant resides; nor if the applicant's residence be not within the jurisdiction of the Lodge to which he applies for membership, unless consent of the Lodge in whose jurisdiction the applicant lives be obtained; and in the event of the violation of this clause the Lodge so violating shall pay over all fees received from such applicant to the Lodge or Lodges having jurisdiction over such applicant.

DEGREES.

CLAUSE 79.—Every member previous to his receiving any of the Degrees shall present a certificate from the F.S. that he is not in arrears to the Lodge, and that he has paid all charges for the Degree or Degrees for which application has been made; after which he shall be balloted for. One ballot shall be taken for all the Degrees for which he has applied. Provided, that a Lodge may, by By-law, require a candidate to be familiar with the work of one Degree before being advanced to the next.

CLAUSE 80.—If, on such ballot, three or more black balls appear, the applicant shall be rejected, otherwise he shall be considered eligible and shall be admitted to the Degree or Degrees applied for.

In case of rejection he shall not be again balloted for to receive any Degree unless two weeks' notice be given immediately preceding the meeting at which such ballot is to be taken.

CLAUSE 81.—In case the Lodge refuse to grant any Degree to a member, all fees paid on account thereof shall, upon his application, be returned to him by the Treasurer, on the Order of the N.G., attested by the R.S. without a vote of the Lodge.

CARDS.

CLAUSE 82.—Any member in good standing, desiring to withdraw from this Lodge, may signify such desire either personally in open Lodge or by a letter addressed to the Secretary, whereupon the Lodge shall proceed to a ballot, with ball ballots, and a majority vote of the members present shall be necessary to the granting of such Withdrawal Card. If a majority of the members present refuse to grant such card the applicant therefor may tender a written resignation of his membership, and shall be entitled to receive from the Recording Secretary, under the Seal of the Lodge, a certificate that he has resigned membership, and such certificate shall be sufficient evidence that the member was in good standing at the time of his resignation; provided that, upon the refusal of the card, the member applying for same shall have the right to appeal to the Grand Master or to the Grand Lodge.

CLAUSE 83.—Any member of this Lodge in good standing and free from charges shall be entitled to a Visiting Card on payment of all dues for the period for which such card is required; and of a fee of thirty-five cents. During recess of the Lodge such card may be issued by the Noble Grand and Recording Secretary.

DISMISSAL CERTIFICATES.

CLAUSE 84.—This Lodge shall grant a Dismissal Certificate upon the receipt of the required fee to a member who is under suspension for non-payment of

dues, and who shall make written application therefor, if wishing to regain membership in another jurisdiction, or if this Lodge shall refuse to reinstate such member, or if such member shall have been suspended for a longer period than five years. It shall be discretionary with the Lodge to grant a Dismissal Certificate if the period of suspension shall not have exceeded five years, to enable a member to join a Lodge in this jurisdiction.

FEEs AND DUES.

CLAUSE 85.—The Lodge shall provide by By-law a scale of admission fees, to be paid previous to admission, for initiation, admission by Withdrawal Card and admission by Dismissal Certificate; also a scale of fees for degrees; provided that in no case shall the fee for initiation be less than five dollars; for admission by Withdrawal Card less than three dollars; for admission by Dismissal Certificate or on an expired Withdrawal Card, less than for an initiate of the same age. The fee for Degrees shall not be less than two dollars for each Degree, which must be paid at the time of application.

CLAUSE 86.—The fee for a Withdrawal Card shall be fifty cents; for a Visiting Card thirty-five cents, and for a Dismissal Certificate one dollar, which fees shall be paid at the time application therefor is made, and shall be applied to the General Fund.

CLAUSE 87.—The money received on account of an application for membership shall be placed to the credit of the candidate's admission fee, provided he appear within thirteen weeks after having been notified of his acceptance; otherwise such deposit shall be placed to the credit of the Contingent Fund.

CLAUSE 88.—The dues payable by each member to the General Fund of this Lodge shall be determined by the By-laws, provided it be not less than \$6.00 per annum, payable in quarterly instalments; dues commence on the date of admission. The dues payable by a member who joins by deposit of Transfer

Certificate shall be such as the By-laws of this Lodge prescribe for a member at his then attained age.

CLAUSE 89.—The dues payable to this Lodge shall be paid quarterly in advance, on the first day of January, April, July and October—provided that any partial payment of the quarter's dues in advance shall be accepted as payment of his indebtedness to the Lodge for a proportional part of the quarter.

CLAUSE 90.—The Grand Lodge, or in the interim its Committee on Laws of Subordinates, shall have power to approve of By-laws of a Subordinate Lodge, which may require that a higher rate of fees or dues be charged to those members who are engaged in hazardous or extra hazardous occupations, while so employed, and which may also require a higher rate of fees or dues from members while residing in a locality where the climatic conditions increase their liability to disease.

SICK BENEFITS.

Clause 91.—In every case where a member resident within the jurisdiction of this Lodge claims sick benefits, the Lodge, or some member of the Visiting Committee, shall be notified of the sickness or disability within one week of the commencement of such sickness or disability, and in the event of the failure to receive such notice no sick benefits shall be paid for any portion of the time the member was sick prior to the date of such notice being received, except in the case of insanity, mental sickness, or impossibility as defined in Section 71 of Busbee's Digest.

CLAUSE 92.—In the case of a non-resident member of this Lodge the same notice of his sickness shall be required as from a resident member, but the post mark date of the receiving post office upon the envelope containing the letter of notification shall be deemed the date of the notice from such non-resident member. And in no case shall such non-resident member receive sick benefits from this Lodge for any

portion of the time he was sick prior to the date of such notice being sent, except in the case of insanity, mental sickness, or impossibility, as defined in Section 71 of Busbee's Digest.

Where the non-resident member shall be near a Lodge of this Order his illness and right to benefits shall be dealt with through such Lodge. Where the member is beyond the reach of a Lodge of this Order his illness or disability shall be certified to by a clergyman or a Justice of the Peace, and the certificate of a physician, where one has been employed.

CLAUSE 93.—In any case of illness of a Brother entitled to sick benefits the Lodge may upon motion duly passed, require such evidence, medical or otherwise, pertaining to such illness, as it may see fit, to be supplied by the Brother at his expense; and if the Lodge so decide, a sick Brother shall at any time submit to a physical examination by a physician appointed by the Lodge, at the expense of the Lodge.

CLAUSE 94.—Every member of this Lodge who shall have attained the Third Degree, if under no charge regularly preferred against him, and if free from all disabilities by reason of non-payment of dues and fees, whenever rendered incapable of following his usual or other attainable occupation through illness of any kind not caused by drunkenness or other immoral conduct, who shall have complied with Clause 91 or 92 of this Constitution (as the case may require), shall upon the presentation of a favorable report by the Visiting Committee, be entitled to receive from the general fund such weekly sick benefits as may be fixed by the By-laws of this Lodge, not being less than two dollars per week during the first year, and one dollar per week during the continuance of the sickness, and not more than fifty per cent. of the average yearly net receipts per member from dues and invested funds. No benefits shall be paid for the first week of sickness, but after the first week of sickness the member shall be entitled to benefits for each day he may remain ill.

CLAUSE 95.—In case any Brother entitled to sick benefits under the preceding clause shall be or at any time become insane, the benefits payable to such Brother during the period of such insanity, may be paid to the wife, children or dependent relatives of such Brother, whose receipt shall be sufficient release to the Lodge for the same.

CLAUSE 96.—The Lodge may provide by its By-laws for the reduction of the weekly sick benefits payable to any member after such member has received benefits for twelve months of continuous sickness, and such By-laws shall apply to any member who may be receiving benefits at the time of the making of such provision for reduction of sick benefits, provided, however, that the weekly sick benefits so paid shall in no case be less than one dollar per week.

CLAUSE 97.—Where a Lodge has provided by its By-laws for the reduction of the weekly sick benefits payable to any member after such member has received benefits for twelve months' continuous sickness, such By-law shall be construed to mean that after a member has received full benefits for twelve months' sickness such benefits shall be so reduced even though the Brother may have temporarily recovered and may have been reported to his Lodge as recovered, and the onus of proving that any subsequent sickness is entirely remote from and not a recurrence of a former illness, for which the Brother may have received benefits, shall be upon the Brother.

CLAUSE 98.—Whenever any benefit shall accrue to the account of a Brother, payment shall be required therefrom of such quarterly dues as may be chargeable to the close of the then current quarter.

CLAUSE 99.—Where a member becomes an inmate of the Ontario Odd Fellows' Home the Lodge of which he is a member shall not be required to pay the weekly sick benefits. Provided that the Lodge must retain the member in good standing and communicate, or cause to be communicated to him, the

current term P.W.; and provided further that on the death of a member resident in the Home the funeral expense must be met by the Lodge.

CARE OF SICK MEMBERS.

CLAUSE 100.—It shall be the duty of every member who shall have received notice of his being required to watch with or give attendance upon a sick Brother, to inform the person giving such notice as to whether he is able to comply with the demand or not; and when he is unable to attend, except in case of sickness in his family, he shall be charged the sum of \$1.00, unless he provide a substitute. Should any member not inform the Visiting Committee of his inability to do so, or neglect to watch after signifying his intention to do so, then on report of the Visiting Committee the Financial Secretary shall charge him the sum of \$2.00.

CLAUSE 101.—In case of contagious or infectious diseases it shall not be incumbent on members personally to visit the sick; and should attendance be required, instead of calling upon the brethren as above provided, the Visiting Committee may employ a nurse, but only until the next meeting of the Lodge, when it shall be decided by the Lodge whether the nurse is to be continued.

CLAUSE 102.—Every unsuspended member resident within the jurisdiction of this Lodge shall notify the Lodge or some member of the Visiting Committee of his sickness or forfeit the attention of such Committee until such notice shall be given.

CLAUSE 103.—Whenever a member of this Lodge changes his residence he shall notify the Recording Secretary immediately of such change or forfeit all claims on the attentions of the Order in case of sickness.

DUTIES OF NON-RESIDENTS.

CLAUSE 104.—It is and shall be the duty of every member of this Lodge on removing from its jurisdiction to report himself to the Lodge nearest his

residence, or when it is equally near to two or more Lodges, to one thereof, within thirty days after taking up such residence, and in making such report he shall give the name, number and location of his Lodge; and when requested by the Lodge to which he has reported, shall watch the sick; and any member so failing to report shall not be entitled to attention in sickness from any Lodge.

FUNERAL EXPENSES.

CLAUSE 105.—On the death of any member entitled under this Constitution to sick benefits, there shall be paid to assist in defraying the funeral expenses, such sum as the Lodge may by its By-laws determine, not exceeding the sum of one hundred dollars (\$100.00), but no portion of such amount shall be paid to any person where no funeral expenses have been incurred by the Lodge or by the family or estate of the deceased member. The Lodge may also by By-law provide for the payment of a funeral benefit, not to exceed \$25, to a duly qualified Brother on the death of his wife.

WIDOWS' BENEFITS.

CLAUSE 106.—On the death of any member entitled under this Constitution to sick benefits, there shall be paid to the widow or orphans under the age of twenty-one years, or dependent relatives of the deceased, or relatives upon whom the deceased was dependent at his death, such specific sum as the By-laws may determine, not exceeding one hundred dollars (\$100.00). The several beneficiaries above mentioned shall be entitled to the widows' benefits in the order above named, and no person except one bearing the relationship to the deceased herein defined shall be entitled to receive a widow's benefit. This benefit shall be paid from the Widows' and Orphans' Fund, if any such there be, and if there be no such fund it shall be paid from the General Fund. Where the relatives entitled to this benefit are infants or are otherwise incompetent to give a

valid discharge, the Lodge may dispose of the amount as it may deem best in the interests of the parties concerned.

EFFECT OF ARREARS.

CLAUSE 107.—No member who is in arrears to this Lodge for dues, whether he be under suspension or not, shall be entitled to receive pecuniary benefits of any kind; nor shall any such member so indebted, or the beneficiaries or personal representatives of such member, have any claim whatever upon the funds of the Lodge, either for sick benefits or funeral expense of any kind, or for any benefits of any kind which, but for such arrears, would have been payable to such beneficiaries or personal representatives.

RELIEF IN SPECIAL CASES.

CLAUSE 108.—Whenever it may become known that any member of this Lodge has been reduced to a state of pecuniary distress, his case shall be referred to a Special Committee of three Brothers, whose duty it shall be to examine into the same and report to the Lodge, whether any and what sum in their opinion should be granted for relief, and it shall be competent for the Lodge, by a vote of not less than two-thirds of the members present, to grant him any sum not exceeding \$50.00.

CLAUSE 109.—If a member of a distant Lodge apply to this Lodge for relief, on the presentation of his Card or Official Certificate, his case shall be referred to the Noble Grand and one or more members who have attained the Degree of Truth, who shall examine him and make such inquiries as they may consider necessary, and if found satisfactory they shall be at liberty to contribute at once a sum not exceeding \$5.00, and shall report the same to the Lodge at the next meeting, when, if necessary, such further sum, on motion, may be voted as shall be deemed proper.

INTERPRETATION.

CLAUSE 110.—Wherever the word “beneficiaries” occurs in this Constitution it shall mean persons “entitled to benefits.” Persons entitled to widows’ benefits are the widows, the orphan children under twenty-one years of age, the relatives dependent upon the deceased member, or relatives upon whom the deceased member was dependent at the time of his death, in order of priority herein stated; dependent relatives must be of the household of the deceased member.

Wherever the word “Lodge” occurs in this Constitution it shall mean a Lodge of the Order in regular session, and, between its sessions, its chief executive officers, the Noble Grand or the Recording Secretary.

CLAUSE 111.—Wherever the words “good standing” occur in this Constitution or in the Lodge By-laws they shall be construed to mean a member who has paid his dues within the time limit specified by Clauses 89 and 114 of this Constitution.

DISABILITIES.

CLAUSE 112.—All pecuniary penalties imposed by this Constitution, against any officer or member of this Lodge, for neglect of duty, or any assessment levied by the Lodge, shall be charged against such officer or member by the Financial Secretary, and the non-payment of any such assessment or penalty shall work a like forfeiture of the rights and privileges of such officer or member, and consequently a like forfeiture to the beneficiaries or personal representatives of such officer or member, as herein provided in the event of non-payment of dues. The pecuniary penalty or assessment is to become due and payable at the same time as the regular quarterly dues, except when otherwise provided by the Lodge.

CLAUSE 113.—No member who becomes sick or disabled within the meaning of this Constitution while

in arrears to the Lodge for dues shall become entitled to receive pecuniary benefits of any kind, by the tender, payment or acceptance of such arrears during the continuance of such sickness or disability, nor shall the tender, payment or acceptance of such arrears during the continuance of such sickness or disability entitle such member or the beneficiaries or representatives of such member, to make any claim whatever upon the funds of the Lodge.

CLAUSE 114.—A member who has not paid his dues within 30 days of the date specified in Clause 89 of this Constitution, shall be considered in arrears, and if taken sick after such arrears shall have been paid, shall not receive sick benefits for any portion of the four weeks immediately following the payment of such arrears. But, if the illness continues beyond this time, he shall be entitled to sick benefits for every week of illness after the four weeks' disability shall have expired.

Provided always, that to be entitled to such benefits (after the four weeks of disability) the member must have been in good health at the time the arrears were paid.

Provided further, that where the member was in good health at the time of the payment of the arrears, in the case of his death during the four weeks' disability period, the Lodge shall be required to pay the mortuary benefits.

CLAUSE 115.—No member of this Lodge of whose sickness the Lodge has not been notified in accordance with Clauses 91 or 92, shall become entitled to any sick benefits for any portion of the time he was sick prior to the date at which a notice of such sickness was given; nor shall any beneficiaries or personal representatives become entitled to any sick benefits, which, but for the failure to give such notice, would have become payable to such beneficiaries or personal representatives.

CLAUSE 116.—No member shall be held to be in good standing while under charges preferred against

him, or while in arrears for dues, and a member while in arrears for dues shall not be entitled to the current term P.W. or the A.T.P.W.

SUSPENSION FOR N. P. D.

CLAUSE 117.—Any member of this Lodge who is in arrears for dues for one year shall be reported to the Lodge by the Financial Secretary, and on such report shall be declared by the N.G. suspended from membership, unless the Lodge, by resolution, extend the time of payment, which extension shall in no case exceed six months; provided that a member under suspension for any cause, other than non-payment of dues, shall not be suspended from membership for non-payment of dues until the expiration of his term of suspension; but the fact of such member not being suspended for non-payment of dues, but being allowed to retain his membership during such period, shall not entitle him, his beneficiaries or personal representatives, to any pecuniary benefits.

CLAUSE 118.—No member of this Lodge shall be suspended for non-payment of dues unless at least thirty days' notice of the proposed suspension, including a statement of his arrears of dues, has been given, which notice may be either printed or written and delivered, or by registered post sent to the member or left at his last known place of abode or of business. A return of such proceedings shall be made by the Financial Secretary and a record thereof entered upon the minutes.

CLAUSE 119.—No member shall be permitted to appear in Lodge while under suspension.

REINSTATEMENT.

CLAUSE 120.—No member who has been suspended for non-payment of dues (except members of defunct Lodges and those possessing Dismissal Certificates) shall be again admitted to active membership without making application on the form provided by the Grand Lodge, nor without compliance with all the forms for new applicants, excepting the ceremony

of initiation, and excepting also that in the case of a non-resident member of this Lodge, he shall not be required to re-sign the Constitution.

CLAUSE 121.—A member suspended for non-payment of dues shall, upon application for reinstatement within one year after such suspension, pay a reinstatement fee, being the amount of one year's dues, and if accepted shall pay such quarterly dues as were payable by him at the time of such suspension, unless during his suspension a new scale of dues was adopted, which would have applied to such member had he not been suspended.

CLAUSE 122.—A member suspended for non-payment of dues shall, upon application for reinstatement after one year from the date of suspension, if accepted, pay a reinstatement fee, being the amount charged an initiate of his age, but such fee shall in no case be less than one year's dues, and shall pay such quarterly dues as are provided in the scale of dues for the age at which he becomes reinstated.

CLAUSE 123.—A member suspended for non-payment of dues, who makes application for reinstatement and a Withdrawal Card, may be reinstated and granted a Withdrawal Card any time within five years from the date of suspension upon payment of the price of the card and a fee equivalent to one year's dues payable by such member at the time of suspension.

CLAUSE 124.—When any member suspended for cause other than non-payment of dues, desires to be reinstated before the expiration of his term of suspension, his case shall be referred to a committee of five members, three of whom shall be appointed by the N.G. and two by the V.G., who, after due investigation, shall report at the next regular meeting, and if a majority of the members then present shall vote in his favor he shall be declared eligible for reinstatement, and with the consent of the Grand Master may be reinstated; but no such member shall be reinstated until he shall have paid all arrearages

against him at the time of his suspension, and all dues that have accrued against him since that date.

FUNDS.

CLAUSE 125.—This Lodge shall have a General Fund and a Contingent Fund, and it may provide for an Expense Fund, a Social Fund and a Nurse Fund.

CLAUSE 126.—The General Fund shall consist of all moneys at its credit at the adoption of this Constitution, and all moneys hereafter received on account of fees, dues, rents, cards, certificates, interest from investment of moneys belonging to such fund, or from the sale of any property of the Lodge, and all donations and bequests thereto.

CLAUSE 127.—The Contingent Fund shall consist of all moneys belonging thereto at the adoption of this Constitution, and all special collections for or contributions to such fund, and, if provided for by By-law, five per cent. of the receipts to be credited at the close of each half year. Expenditure from this fund must be made only in compliance with the law as set forth in Busbee's Digest, Sections 503-574.

CLAUSE 128.—The Widows' and Orphans' Fund shall consist of all moneys belonging thereto at the time of the adoption of this Constitution, but no further appropriations shall be made thereto except interest received from investment thereof, and donations made to such fund.

CLAUSE 129.—The Nurse Fund, where established, shall consist of any moneys at the credit of such fund at the time of the adoption of this clause, and any sum or sums that may be raised from time to time by special assessment on the members of this Lodge, and all donations made thereto, but no part of the General Fund shall be appropriated therefor. Payments on account of nursing shall be made from the Nurse Fund unless the disease be a contagious one, in which case the Lodge may, when the nurse is employed in accordance with Clause 101 of this Constitution, pay for the service out of the General Fund.

INVESTMENT OF FUNDS.

CLAUSE 130.—Such money in the possession of the Lodge as may not be required for immediate use may be invested in securities of the Government of Canada, or of any of the Provinces of Canada, or on mortgages which are a first charge on lands held in fee simple; or in debentures of some municipality or incorporated loan company in Canada or by deposit in some chartered bank or loan company in Ontario; or the Lodge may invest its funds in land and buildings where the same are to be used in whole or in part for the purpose of a meeting place; or in the shares of companies or associations organized for the purpose of purchasing or erecting buildings that are to be used in whole or in part for Lodge purposes; provided that in no case shall any portion of a building in which Lodge funds are invested be used for the carrying on of a traffic in intoxicating liquors; and in no case shall Lodge funds be loaned to members of the Order or their wives, nor shall they be loaned to individuals on personal security, or invested in private enterprises of any kind.

EXPENDITURE OF FUNDS.

CLAUSE 131.—No motion for the expenditure of moneys of this Lodge for real estate, building, furniture or regalia, nor any motion for the expenditure for any other purpose, of any sum exceeding fifty dollars, excepting for the payment of benefits and working expenses, shall be put to the Lodge unless two weeks' notice thereof has been given.

TRIALS AND PENALTIES.

CLAUSE 132.—Any member who shall violate any of the laws, principles or practices of the Order, or any part of the Constitution or By-laws of this Lodge, shall be subject to be fined, reprimanded, suspended or expelled as the By-laws may direct, ancient usage require, or the Lodge determine.

CLAUSE 133.—No member of this Lodge shall be put on trial, except for an offence alleged to have

been committed within one year and unless charges duly specifying his alleged offence shall be first submitted to the Lodge in writing, by one or more members of the Order in good standing.

CLAUSE 134.—Every member charged with any offence involving reprimand, suspension, (except for non-payment of dues), or expulsion shall be tried in accordance with this Constitution.

CLAUSE 135.—All charges against members of this Order shall be drawn substantially in the manner prescribed in "Form A" and be submitted direct to the Lodge of which the accused is a member, in duplicate, signed by a member of the Order in good standing. The general charge shall be an averment of "Conduct unbecoming an Odd Fellow," followed by particulars stating the time, place, and circumstances of the offence or offences.

CLAUSE 136.—Any charge or charges so preferred shall, immediately after the reading thereof, be referred to a Committee of five members, to be chosen by ballot, three of whom shall be a quorum; which Committee shall, with as little delay as the case will admit, summon the parties and examine and determine the matter in question, in accordance with the Constitution, and report their decision thereon to the Lodge at the first meeting after the determination thereof. In selecting this Committee, only one name shall be written upon any ballot, and the first elected shall be the Convener thereof.

CLAUSE 137.—The accused or accuser, or any member of the Lodge acting for either of them, may challenge, for cause, any name appearing on the ballot. The grounds of challenge shall be stated and considered by the Lodge, and a majority vote shall be necessary to sustain the objection made.

CLAUSE 138.—The Secretary shall affix the Seal of the Lodge to one copy of the charge and specifications, and certify it substantially according to "Form B," and serve or cause the same to be served upon the accused, either personally or by leaving it at his

usual place of residence. The Secretary shall also certify, under Seal, the duplicate charge, and deliver it to the Convener of the Committee, with the notice, according to "Form C."

CLAUSE 139.—The accused shall, within one week from the receipt by him of the charge and specifications, serve his plea or answer to the same upon the Convener of the Committee, by either or several of the answers shown in "Form E."

CLAUSE 140.—The Convener of the Committee shall, on receipt of the plea in defence, or at the expiration of the time limited therefor, with reasonable diligence, call a meeting of the Committee, to attend which the accuser and accused shall be served with personal notice, if they can be found, or by leaving the same at their usual place of residence, according to "Form D," at least one week prior to the time fixed for trial.

CLAUSE 141.—In the event of the member accused being of unsound mind, or confined in an asylum for insane persons, service of all charges, specifications and other documents in the case shall be made on the Grand Lodge Solicitor for the time being in lieu of personal service on the person accused, and such Grand Lodge Solicitor shall act for the accused in all proceedings before the trial Committee, the expenses of such Solicitor's services in such cases to be borne by the Lodge of which such accused person is a member.

CLAUSE 142.—At the meeting a Chairman and Secretary shall be appointed, and the trial proceed by examination of the parties and witnesses on their behalf. Either party may amend his proceedings by leave of the Committee.

EVIDENCE AND WITNESSES.

CLAUSE 143.—The evidence competent to be admitted before the Committee on Trial shall be:

- (a) Parole evidence (*i.e.*, testimony of witness before Committee).

- (b) Depositions procured in the manner prescribed by the Sovereign Grand Lodge, as set forth in Busbee's Digest, Section 2028.
- (c) Regularly certified Minutes of the Lodge.
- (d) Regularly proved documentary evidence. Hearsay evidence cannot be received. The Committee will determine the admissibility of evidence offered, subject to exception by either party. The exceptions so taken shall be noted by the Committee upon its minutes.

CLAUSE 144.—Members of the Order shall testify under their obligation, as Odd Fellows, according to "Form G," to be administered by the Chairman of the Committee.

CLAUSE 145.—In case either the party making a charge or the party against whom a charge has been made, desires to have the evidence of any person not a member of the Order the same shall be taken by statutory declaration under the Canada Evidence Act, 1893, made before any of the persons authorized to take such declaration, and such declarations when so taken shall be received by the Committee appointed to try the case.

CLAUSE 146.—Depositions of absent witnesses shall be procured by interrogatories and cross-interrogatories, in the form prescribed by the Sovereign Grand Lodge, subject to objection by either party, to be determined by the Committee.

CLAUSE 147.—The attendance of witnesses must be procured by the party desiring to call them.

CLAUSE 148.—Any member of the Order refusing or neglecting to give evidence or produce documentary evidence in his possession, upon the application of the party requiring his testimony, shall then be required by the Committee to give such evidence, and if he shall refuse, after being so required by the Committee to give or produce such evidence, he shall be reported to his Lodge, which Lodge shall take

such action as may be deemed necessary to compel the production of such evidence

CLAUSE 149.—The Report of the Committee shall state their finding on each specification of the charge, according to "Form F." and shall be accompanied by an accurate record of their proceedings, rulings and decisions, together with the original evidence taken and all documents used during the trial, which shall be submitted to the Lodge. Should there be a minority report it may be presented at the same time. The minutes of the Committee should show:

- I. The date and place of each meeting and the parties present.
- II. The exceptions taken by either party, and the decisions thereon.
- III. Evidence in full subscribed by the witnesses.
- IV. All documents used at the trial.

CLAUSE 150.—The finding of the Committee shall be entered in the Lodge minutes by the Secretary, who shall forthwith notify both parties that the report has been submitted, and all parties shall be entitled to make a copy thereof.

CLAUSE 151.—The Lodge shall take up the report for consideration at the second regular meeting after it has been submitted, and may reverse, affirm or amend the finding of the Committee upon any one or all of the allegations in the charge, or postpone final action until a future meeting.

CLAUSE 152.—Should the Committee report in favor of suspending or expelling the member, a motion to that effect shall be submitted to the Lodge by two or more of their members, in their name. A majority vote shall be necessary for a decision. The vote shall be by ballot.

CLAUSE 153.—The Recording Secretary shall immediately notify both parties of the final decision of the Lodge.

CLAUSE 154.—Either party may appeal from the decision of the Lodge to the D.D.G.M., the District

Committee, the Grand Master or to the Grand Lodge, within two months from the action of the Lodge thereon. The Lodge shall transmit to the D.D.G.M. or to the Grand Master, or the Grand Secretary, as the case may require, a copy of all the proceedings, regularly certified, upon receiving the costs and charges of copying and mailing the same.

REGALIA AND JEWELS.

CLAUSE 155.—The regalia of this Lodge shall be that prescribed by the regulations of the Sovereign Grand Lodge as contained in Busbee's Digest, Section 1563, modified by subsequent legislation.

CLAUSE 156.—The funeral regalia shall be that prescribed by the Sovereign Grand Lodge.—See Busbee's Digest, Section 563.

CLAUSE 157.—The jewels to be worn must be in accordance with the law of the Sovereign Grand Lodge.—See Busbee's Digest, Section 2677.

BY-LAWS.

CLAUSE 158.—This Lodge shall stand fully invested with the power to adopt from time to time, such By-laws and resolutions as may be deemed expedient, and to repeal or amend the same; provided they do not in anywise contravene any part of this Constitution or Rules of Order for Subordinate Lodges, the Constitution and By-laws of the Grand Lodge of Ontario, or the laws, principles or customs of the Order.

CLAUSE 159.—No motion to adopt, amend or repeal any by-law of this Lodge shall be made unless notice thereof shall have been given at the two regular meetings immediately preceding that upon which such motion is announced to be made nor unless every member shall have been notified of the proposed motion and in the exact terms in which it is to come before the Lodge. When a proposed amendment is, as above, legally before a Lodge for con-

sideration it shall be within the power of the Lodge to alter or change said amendment in any manner considered expedient, provided that where the matter under consideration is the expenditure of money, or the fixing of salaries, no larger sum may be voted on than that mentioned in the notification sent out to the members.

CLAUSE 160.—All such By-laws shall be immediately forwarded in duplicate to the Grand Secretary, authenticated by the Seal of the Lodge and the signature of the N.G. and Secretary, one copy to be retained by the Grand Lodge and the other to be returned to the Lodge, certified as approved, or otherwise, as the case may be; and no such By-laws shall be operative until approved by the Grand Lodge, or, in its recess, by its Committee on Laws of Subordinates.

MISCELLANEOUS.

CLAUSE 161.—Neither the emblems nor the name of the Order, nor of the Lodge, shall be used in connection with any public entertainment, excursion, party, or amusement of any kind, without the consent of the Grand Master having been previously obtained thereto, upon the request of the Lodge; and no intoxicants shall be used upon the proposed occasion. The penalty for violation of the foregoing is expulsion from the Order.

REFRESHMENTS.

CLAUSE 162.—All spirituous, vinous and malt liquors shall be excluded from the Lodge room and ante rooms when under the control of the Lodge.

APPEALS.

CLAUSE 163.—Any member dissatisfied with the action of the Lodge in any matter may appeal therefrom to the District Deputy Grand Master, or to the District Committee, and the Lodge, or such member, if dissatisfied with the decision, may appeal there-

from to the Grand Master and therefrom to the Grand Lodge and from the Grand Lodge to the Sovereign Grand Lodge. The appeals herein specified shall in each case be taken within two months from the date of the action or decision appealed from, and such appeal shall be conducted in a manner similar, as far as practicable, to appeals respecting trials.

After the death of a member the same right of appeal in any case connected with pecuniary benefits shall be vested in the widow or representatives of the deceased.

It is distinctly and specifically affirmed that no member, his widow, children or representatives shall have the right to take a disputed case to the civil courts until the appeals within the Order, herein provided, shall have been exhausted.

REPEALING CLAUSE.

CLAUSE 164.—All constitutional laws, rules and resolutions heretofore enacted by the Grand Lodge of the Independent Order of Odd Fellows of Ontario, for the government of its Subordinates, are hereby repealed, and all By-laws, rules and regulations of any Subordinate Lodge in conflict with this Constitution are hereby declared null and void.

AMENDMENTS.

CLAUSE 165.—This Constitution and Rules of Order for Subordinate Lodges, or any part thereof, shall not be amended, suspended or annulled, unless by action of the Grand Lodge of Ontario at any regular session.

RULES OF ORDER.

RULE I.—As soon as the presiding officer shall have taken the chair, and at the sound of the gavel, the officers and brothers present shall take their respective stations, and the Lodge shall then be opened in ancient form.

RULE II.—The order of procedure after opening shall be as follows:

1. Calling the Roll of Officers.
2. Reading and disposal of the minutes of last regular and any Special Meeting.
3. Consideration of excuses of Officers absent from previous meetings.
4. Reports of Committee on Character and Balloting for Membership.
5. Reinstatements, admission by Card, and Initiation.
6. Application for Degrees and balloting thereon.
7. Conferring Degrees.
8. Propositions for Membership, and Reinstatement.
9. Report of Visiting Committee.
10. Does any Brother know of a sick Brother or a Brother in distress?
11. Reports of other Standing Committees.
12. Reports of Special Committees.
13. Reports of Officers.
14. Presentation of accounts, and reading communications.
15. Unfinished business.
16. New business.
17. Good and Welfare—Has any Brother anything to offer for the good of the Order?
18. Closing the Lodge.

RULE III.—The Presiding Officer shall preserve order and decorum, and pronounce the decisions of the Lodge on all questions; may speak on points of order in preference to other members; shall decide all points of order, subject to an appeal to the Lodge by any two members, on which appeal no member shall speak more than once; and may vote on all questions decided by ballot. When a tie occurs on a vote by ballot, the question shall be decided in the negative. When the vote is not by ballot the Presiding Officer shall have only a casting vote.

RULE IV.—Any member offering a motion must do so in writing, if a request to that effect be made by the Secretary, the Presiding Officer or the Lodge.

RULE V.—No question shall be put by the Presiding Officer, unless regularly moved and seconded; nor be open for consideration until so put, and, when put, no other motion shall be receivable, unless it be a motion:

1. To close the Lodge;
2. To lay on the table;
3. To put the previous question;
4. To postpone indefinitely;
5. To postpone to a certain time;
6. To refer; or
7. To amend.

These several motions, if made, shall have precedence in the order above stated, and the first, second and third thereof shall be decided without debate.

RULE VI.—After the question shall have been stated by the Noble Grand he shall ask, “Is the Lodge ready for the question?” If no member rise to speak, he shall rise to put the question, whereupon all debate shall cease.

RULE VII.—When the call for the previous question is moved and seconded it shall be put at once in the following words: “Shall the question be now put?” If decided in the affirmative, the debate shall cease and the Chair shall put to vote all pending amendments, in their proper order, and afterwards the original motion; if the call for the Previous Question be decided in the negative, the question shall be before the Lodge as before

RULE VIII.—Any member may require the division of a question when the sense will admit of it.

RULE IX.—When a blank is to be filled, the question shall be first taken on the highest sum or number, or latest time proposed.

RULE X.—Any two members may call for the Yeas and Nays, which shall be taken by the Recording Secretary calling the roll of members or the names of the members present, each member voting audibly as his name is so called.

RULE XI.—After any question (except a motion for indefinite postponement or for the Previous Question) has been decided by the Lodge, it shall not be again brought before it during the term in which it was decided, unless a notice of motion for re-consideration be given by two of the members who voted with the prevailing side, either at the meeting at which such question was decided, or the next following meeting; but such question shall not be re-considered without a vote of the Lodge to that effect after notice of motion therefor shall have been given at two regular meetings; nor shall any question so decided by the Lodge be again brought up for consideration after the expiration of the term in which it was decided, unless a notice of motion therefor shall have been given at the meeting previous to that at which it is to be acted upon.

RULE XII.—The Presiding Officer shall not make or second any motion or take part in any debate while in the Chair, except in case of appeal from his decision, or upon a point of order.

RULE XIII.—Every member shall have the privilege of speaking twice on any question, but not oftener, unless by permission of the Presiding Officer.

RULE XIV.—Any member intending to speak on a question shall rise in his place and respectfully address the Presiding Officer as N.G. and by giving the sign of the Degree in which the Lodge is open, confining himself to the question, and avoiding personalities; and should more than one member rise to speak at the same time, the Presiding Officer shall determine who is entitled to the floor.

RULE XV.—The Presiding Officer or any member may call a member to order while speaking; and, in

such case, the debate shall be forthwith suspended, and the member so called to order shall resume his seat until the point of order thus raised be determined, and shall not speak upon such point of order unless it be to make necessary explanation or appeal from the decision of the Chair.

RULE XVI.—In all cases where a member appeals from the decision of the Chair he shall use words to the following effect: “N.G., I respectfully appeal from the decision of the Chair to the Lodge.” The Presiding Officer shall make such explanation as he deems necessary and the Lodge may discuss and shall decide the question. The N.G. shall put the question in the following words: “Will the Lodge sustain the decision of the Chair?”

RULE XVII.—When a question has been postponed indefinitely it shall not be again introduced during the same or next succeeding meeting.

RULE XVIII.—Any member who may have been called to order for manifestation of temper, or improper feeling, must apologize to the Lodge or to any aggrieved party, if required to do so by the Presiding Officer, and shall not speak again on the pending question, except to explain or apologize, unless specially permitted to do so by the Presiding Officer.

RULE XIX.—The Presiding Officer or the Lodge may, at any time, require all members present to vote upon any pending question, or may excuse any member or members from so doing.

RULE XX.—Brothers, not members of this Lodge, may address the Lodge on receiving permission to that effect from the Presiding Officer.

RULE XXI.—No Brother shall retire while the Lodge is open, without permission of the Presiding Officer, nor enter or retire during the opening or closing ceremonies, nor while Degrees are being conferred.

RULE XXII.—No Brother shall cross the floor while a member is speaking, nor without saluting the

Presiding Officer, with the sign of the Degree in which the Lodge is open, nor disturb another while addressing the Chair, unless to call him to order.

RULE XXIII.—A motion to suspend or alter the Order of Procedure, as contained in Rule II. for the remainder of a meeting, may, at any time, be carried by a vote of not less than two-thirds of the members present and voting thereon.

RULE XXIV.—These Rules, or any part thereof, shall not be amended, suspended, or annulled (except in the cases provided for by Rule XXIII., and excepting also that Rule II. may be permanently amended in the same manner as the By-laws), unless by action of the Grand Lodge of Ontario.

XXV.—All questions of order arising and not provided for by these Rules shall be decided in accordance with Canadian Parliamentary Practice, as defined in Bourinot's Manual of Procedure.

FORMS TO BE USED.

FIRST AND LAST REPORT OF CASE BY VISITING COMMITTEE.

(See Clause 48.)

To the Noble Grand,.....Lodge, No....., I.O.O.F.

The undersigned members of the Visiting Committee beg to report on the sickness of Bro.
....., of Lodge, No.....,
I.O.O.F., taken sick on the.....day of.....
.....(month), 19...., and first reported sick
to this Lodge on.....day of.....
(month), 19.... His attending physician is Dr.
.....

The illness from which he is suffering is.....
.....

He is entitled to weekly benefits of \$.....
commencing on.....day of.....
(month).

The above-named Brother has recovered and was
declared off the sick list on.....day of.....
.....(month).

We recommend that an order on the Treasurer be drawn for \$.....being the amount of his benefits to and including the.....day of..... (month).

....., *Chairman.*

FORM OF APPLICATION FOR MEMBERSHIP BY INITIATION.

(See Clause 58.)

To the Officers and Members of Lodge, No., working under the jurisdiction of the Grand Lodge of Ontario, Independent Order of Odd Fellows:

I respectfully request admission into this Lodge, and in consideration of such admission I promise and agree that, if elected, I will conform to the Constitution and By-laws of your Lodge, and those of the Grand Lodge of Ontario, and that I will seek my remedy for all rights on account of said membership or connection therewith, in the tribunals of the Order only, before resorting for their enforcement to the civil courts.

My age is.....Years.

My occupation is.....

My residence is.....

I have never before applied for membership in any Lodge of this Order except.....

.....

Very respectfully yours,

.....
 (Applicant.)

Witnessed by

Presented by Bro.

References

.....

FORM OF APPLICATION FOR MEMBERSHIP BY CARD.

(See Clause 55.)

*To the Noble Grand.....Lodge, No.....
I.O.O.F.*

The undersigned herewith presents his.....
.....(State what kind of Card or Certificate)
from.....Lodge, No....., of.....
and respectfully requests to be admitted to membership in your Lodge. My age at which I joined my former Lodge was.....years; my present age isyears. If admitted I promise and agree that I will seek my remedy for all rights on account of said membership or connection therewith in the tribunals of the Order before resorting for their enforcement to the civil courts.

Respectfully yours,
.....Applicant.

APPLICATION FOR RE-INSTATEMENT.

(See Clause 120.)

*To the Noble Grand of.....Lodge, No.....
I.O.O.F.*

The undersigned member of this Lodge, having been suspended therefrom for non-payment of dues, hereby applies to be reinstated, and in consideration of being accepted I promise a like obedience to the laws thereof as is required of a candidate for initiation. My Medical Certificate is enclosed herewith. Dated at

FORMS TO BE USED IN TRIAL CASES.

FORM A.—CHARGE AND SPECIFICATIONS

To.....Lodge, No....., I.O.O.F.:

The undersigned, a member in good standing ofLodge, No....., does hereby charge Bro. A. B. of.....Lodge, No....., with conduct unbecoming an Odd Fellow;

the grounds of such charge being more fully set forth in the following specifications, to wit:

1st. For that he, the said A. B., did, on theday of....., 19...., at the
(Specify the offence and circumstances, and continue with further specifications. Each separate thing in violation of law to be under a separate place in the charge).

Contrary to the laws and usages of the Order.

Date..... (Signed) B. B.

FORM B.—NOTICE OF CHARGE TO THE ACCUSED.

(Date).....19....

To Bro.....

I hereby enclose a copy of charge and specifications preferred against you by
..... The same was referred to a Committee, consisting of.....
(giving names.) You are required to file your answer to the charge and specifications, according to the form prescribed, within one week from the service of this notice, with the first named member of the Committee, who will notify you of the time and place of trial.

Fraternally,

.....Secretary.

FORM C.—NOTICE TO CONVENER OF COMMITTEE.

(Date).....19....

To Bro.....

I enclose you a charge preferred by.....
..... against, which was referred to.....
(giving names) for trial, of which Committee you are Convener. The accused was served with a copy of the charge on the.....day of..... and notified to file his answer thereto with you within one week, when you will cause the Committee to meet and proceed with the trial.

Fraternally,

.....Secretary.

FORM D.—NOTICE TO ACCUSER OR ACCUSED.

(Date).....19....
To Bro. A. B. or C. D. (*as the case may be, one to each party*):

The Committee on Trial of the charge and specifications made byagainst will meet at; onday of at o'clock p.m., to hear and determine the same. You are required to attend with your witnesses, and (*prosecute or defend the same as the case may be.*)

I am, yours fraternally,
.....Convener of Committee.

FORM E.—PLEAS IN DEFENCE.

I, A. B., mentioned in the charge and specifications, preferred by B. B., on the.....day ofsay:

1st. That the offence in the charge mentioned is not within the legal jurisdiction of the Lodge.

2nd. That I am not guilty.

3rd. Guilty.

4th. I admit the fact stated, but will justify the alleged offence.

5th. The complaint is frivolous.

FORM F.—REPORT OF COMMITTEE ON TRIAL.

(Date).....19....
To.....Lodge, No....., I.O.O.F.

The undersigned (*a majority of the*) Committee appointed to investigate the charge and specifications preferred byagainstrespectfully report as follows: (*State the finding on each specification*). The minutes of the Committee, evidence taken, and papers pertaining to the trial are submitted herewith.

(Signed by the Committee.)

FORM G.—DECLARATION OF WITNESS.

You sincerely declare, upon your honor as an Odd Fellow, that the evidence you shall give in the matter ofagainstnow pending, shall be the truth, the whole truth, and nothing but the truth. Thus you declare.

(The following additional forms are recommended by the Sovereign Grand Lodge as are here submitted, modified to suit the laws and usages of this jurisdiction. Notice to accused and to witnesses should, if possible, be delivered personally, and should be endorsed on the back as delivered, over the signature of the person so delivering; and the receipt thereof should be acknowledged over the signature of the person to whom it is delivered—JOUR. S.G.L., pp. 6542-6590.

FORM H.—SUBPENA.

.....Lodge, No....., I.O.O.F.
To Bro.....

You are hereby notified and required to appear before the Committee heretofore appointed to try the charges preferred by Bro. at on the day of 19....,o'clockof that day, to testify as a witness therein on behalf of said Bro.....

By order of Committee,

..... Sec. Com.

FORM I.—NOTICE OF FILING REPORT.

.....Lodge, No....., I.O.O.F.
19....

To Bro.....

SIR AND BRO.—Take notice that the Committee heretofore appointed to try the charges preferred against you by Bro.....have this day filed their report thereon, which will be considered by the Lodge at the meeting to be held on the evening of the.....day of..... 19....

Yours in F., L. and T.,

.....Rec. Sec.

FORM J.—NOTICE OF APPEAL.

To.....Lodge, No....., I.O.O.F.:

Take notice that the undersigned hereby appeals tofrom the action and judgment of this Lodge in the matter of charge preferred against him by Bro.....on the following grounds:

1st. The evidence was insufficient to sustain such charges, or the report of the Committee thereon, in this (*here insert wherein the evidence was insufficient.*)

2nd. Errors committed at the trial, and by the Trial Committee as follows: (*here insert errors complained of.*)

Dated at the day of, 19....

**FORM K.—NOTICE OF APPEAL BY MEMBER FROM
ACTION OF HIS LODGE.**

To.....Lodge, No....., I.O.G.F.

Take notice that the undersigned hereby appeals to
.....from the action of this Lodge
taken on theday of,
19...., whereby
(*here insert action taken*) the grounds of such appeal
are(*here insert error
complained of*)

Dated this day of, 19....

